IMAGERY ANALYSIS SERVICE

PRODUCTION BOARD MEETING

Thursday, 19 July 1973 - 0930

MEMBERS PRESENT

25X1A

G. Allen

25X1A

25X1A

IAS NOTE

One Note was reviewed and approved for publication.

REVISION OF PERFORMANCE EVALUATION STANDARDS

25X1A

commented on the pending changes in regard to employee evaluations. He indicated that the main objective of this exercise is to more accurately measure performance and progress. Any proposed revisions to existing evaluation methods will be adopted service-wide.

IAS CABLE FORMAT

25X1A

reported on a meeting with [   ] concerning IAS outgoing cables. A new routing indicator will be obtained which will enable cables to be headed with "FROM CIA/IAS." In the interim, "THIS IS A MESSAGE FROM CIA/IAS" will have to be placed in the body of the cable.

25X1A

will brief division secretaries on the new procedures this week.

25X1A

HEADQUARTERS VISITOR PARKING PERMITS

25X1A

announced receipt of three additional visitor parking permits for Headquarters. IAS now has five. The North parking area permit will be reserved for the front office. DDI Admin promised that more permits could be made available if necessary. Mr. Allen reminded members that the NPIC courier car is available on Tuesdays and Fridays if people have an hour's worth of business at Headquarters. The car

25X1A

leaves [   ] at 1030 and returns about 1230. Personnel were also encouraged to use car pools whenever possible.

25X1D

25X1A

COMIREX

EXSUBCOM Briefing. [   ] is to brief EXSUBCOM on IAS' [   ]
planning groups.

Mission Status Data. In the future the mission schedules will
contain long-range planning in projections based on SOC information.

25X1D
25X1A

[   ] The Special Study Group (SSG) and SOC are involved
in [   ] of SSG will be visiting western military
installations that will be used as examples for this study. He intends
to visit IAS next week for background discussions of typical scenarios
that might be found at these types of military installations.

ADP

25X1A

[   ] announced that the ADP Requirements Analysis Team which
worked on the ADP project for FY 75-FY 80 time period will meet tomorrow

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25X1A

morning. [   ] will give them a dry run of the briefing which was
prepared for presentation to [   ] on 24 July.

25X1A

[   ] re-emphasized that it is the division's responsibility to
insure that their people are enrolled in the basic ADP courses approved by
the Production Board. The next ADP-1 course will run 10-13 September,
and up to 15 slots can be reserved for IAS. Names of persons who wish to
attend the course should be forwarded to IAS Admin Staff as soon as
possible.

AGENCY ANNUAL REPORT

The members reviewed in detail the substantive content of the IAS
contribution to the Agency Annual Report. A number of points were dis-
cussed and changes made, and the report was approved for publication.

RBG:cw